



## PLANNING & DEVELOPMENT DEPARTMENT

### Justification Letter

A Justification Letter explaining your application will be included in the materials sent to the Planning Commission; *multiple related applications shall be addressed in a single comprehensive letter.* This letter may be prepared by the applicant or a representative. The following format is provided to assist in the preparation of this letter.

#### Issue –

Please describe in detail the request and the intended use of the property

#### Information –

Please provide the following information and any other that will assist the Planning Commission in making their decision:

- # of employees/residents
- Hours of operation
- Any existing similar uses owned or operated by the applicant and their location
- Any required state licenses specific to the use requested

<i>Sustainability (if applicable – if yes, please explain)</i>	<i>Yes</i>	<i>No</i>
Will this project participate in the City of Las Vegas Green Building Program? (Newly constructed buildings are eligible; find on the web at: <a href="http://www.lasvegasnevada.gov/sustaininglasvegas/default.htm">http://www.lasvegasnevada.gov/sustaininglasvegas/default.htm</a> )		
Will this project be constructed to LEED or other equivalent standards?		
Will this project utilize alternative energy sources or water savings measures? (Examples: solar, wind, xeriscape)		
Is there connectivity to adjacent parcels? (Automobile or pedestrian)		
Will the proposed project qualify as a walkable community (for Residential and Mixed Use projects only)? (Walkable communities allow residents to access community amenities needed to conduct routine activities of daily life within a ½ mile.)		
Is the project using any means of sustainable construction? (Examples: Covered parking, light color palate, building orientation, etc.)		
Will this project meet the intent of the Urban Forestry Initiative? (Is there a landscape waiver requested that will result in the loss of tree canopy coverage?)		
Will the project provide any bicycle parking?		
Will the project provide any electric vehicle recharging stations?		

#### Findings –

Please describe in detail how the project meets/supports existing City regulations (please see back of document for **Determinations of Approval for applications per Title 19.18**)

**The Justification Letter must have original signature of named owner, applicant or representative from SOFI & identified as such.**

### **General Plan Amendment Determinations**

In order to approve a proposed General Plan Amendment, the Planning Commission and City Council must determine that:

1. The density and intensity of the proposed General Plan Amendment is compatible with the existing adjacent land use designations;
2. The zoning designations allowed by the proposed amendment will be compatible with the existing adjacent land uses or zoning districts;
3. There are adequate transportation, recreation, utility, and other facilities to accommodate the uses and densities permitted by the proposed General Plan designation; and
4. The proposed amendment conforms to other applicable adopted plans and policies.

### **Rezoning Determinations**

In order to approve a proposed rezoning, the Planning Commission or City Council must determine that:

1. The proposal conforms to the General Plan.
2. The uses which would be allowed on the subject property by approving the rezoning will be compatible with the surrounding land uses and zoning districts.
3. Growth and development factors in the community indicate the need for or appropriateness of the rezoning.
4. Street or highway facilities providing access to the property are or will be adequate in size to meet the requirements of the proposed zoning district.

### **Criteria for Site Development Plans**

The review of Site Development Plans is intended to ensure that:

1. The proposed development is compatible with adjacent development and development in the area;
2. The proposed development is consistent with the General Plan, this Title, the Design Standards Manual, the Landscape, Wall and Buffer Standards, and other duly-adopted city plans, policies and standards;
3. Site access and circulation do not negatively impact adjacent roadways or neighborhood traffic;
4. Building and landscape materials are appropriate for the area and for the City;
5. Building elevations, design characteristics and other architectural and aesthetic features are not unsightly, undesirable or obnoxious in appearance; create an orderly and aesthetically pleasing environment; and are harmonious and compatible with development in the area;
6. Appropriate measures are taken to secure and protect the public health, safety and general welfare.

### **Special Use Permit Determinations**

1. In order to approve a proposed Special Use Permit application, the Planning Commission or City Council must determine that:

- a. The proposed use can be conducted in a manner that is harmonious and compatible with existing surrounding land uses, and with future surrounding land uses as projected by the General Plan;
- b. The subject site is physically suitable for the type and intensity of land use being proposed;
- c. Street or highway facilities providing access to the property are or will be adequate in size to meet the requirements of the proposed use; and
- d. Approval of the Special Use Permit at the site in question will not be inconsistent with or compromise the public health, safety and welfare or the overall objectives of the General Plan.

### **Variance - Determinations**

1. In order to recommend approval of, or to approve a Variance application, the Planning Commission or City Council must determine that the Variance is warranted both under State law and this subchapter. The minimum State law standards are set forth in Subsection 2 below.
2. Where by reason of exceptional narrowness, shallowness, or shape of a specific piece of property at the time of the enactment of the regulation, or by reason of exceptional topographic conditions or other extraordinary and exceptional situation or condition of the piece of property, the strict application of any zoning regulation would result in peculiar and exceptional practical difficulties to, or exceptional and undue hardships upon, the owner of the property, a variance from that strict application may be granted so as to relieve the difficulties or hardship, if the relief may be granted without substantial detriment to the public good, without substantial impairment of affected natural resources and without substantially impairing the intent and purpose of any ordinance or resolution.

### **Vacation**

Following the public hearing, the Planning Commission shall take final action on the petition. If the Planning Commission is satisfied that the public will not be materially injured by the proposed vacation, it may order the easement or government patent reservation vacated. The Planning Commission may make the order conditional, and the order shall become effective only upon the fulfillment of the conditions prescribed. In the case of the a government patent reservation, the order may take the form of a relinquishment of interest or its equivalent, and the order shall be treated as an order of vacation under the provisions of this Chapter.